

# **PARKING REGULATIONS MANUAL**



**CITY OF CASPER, WYOMING**

**June 2011**

## TABLE OF CONTENTS

|   | <u>Page</u> |
|---|-------------|
| Parking – Casper Municipal Code Review .....  | 1           |
| Parking in the Downtown Business District .....   | 5           |
| Permanent Reserved Parking Permit Types and Application Process   |             |
| Handicapped Parking Permit.....   | 7           |
| Recreational Vehicle Parking Permit .....   | 8           |
| Loading Zones Parking Permit.....   | 9           |
| Critical Parking – Schools Parking Permit.....  | 9           |
| Parkway Parking Permit.....   | 11          |
| Temporary Parking Permit Types and Application Process  |             |
| Temporary Special Needs Parking Permit .....  | 13          |
| Construction Parking Permit .....   | 13          |
| Courtesy Parking Tickets and Permits .....  | 15          |
| Bus Stops .....   | 17          |
| Snow Emergency Regulations.....   | 19          |
| Appendices .....  | 23          |
| Parking Permit Application/Conditions .....   | 25          |
| Petition for <u>Recreational Vehicle Parking on the Street</u><br>or <u>Parking on a Parkway</u> .....  | 29          |
| Information and Application for Monthly Parking in Municipal Parking<br>Structure and Parking Lot at West 1 <sup>st</sup> and North Center Streets..... | 31          |
| Ordinance Creating Chapter 10.36 Pertaining to Parking .....  | 33          |
| Resolution Establishing Various Fees/Fines.....   | 39          |

## **PARKING - CASPER MUNICIPAL CODE REVIEW**

Pursuant to Chapter 10.36 of the Casper Municipal Code, it shall be unlawful to park a motor vehicle within the city limits of Casper:

1. At any place, time or manner prohibited by the city manager or his or her designee;
2. On a sidewalk;
3. In a parkway, without properly displayed permit;
4. In front of, or obstructing, a public or private driveway or garage entrance on a street or in an alley;
5. Within an intersection;
6. Within fifteen feet of a fire hydrant;
7. On a crosswalk;
8. Within twenty feet of a crosswalk or an intersection, unless otherwise permitted by the city engineer;
9. Within thirty feet upon the approach to any flashing beacon, stop sign or traffic control signal located at the side of a roadway;
10. Within twenty feet of the nearest rail of a railroad crossing;
11. Within twenty feet of the driveway entrance to any fire station;
12. Alongside or opposite any street excavation or obstruction when stopping, standing or parking would obstruct traffic;
13. On the roadway side of any vehicle stopped or parked at the edge of the curb of a street (double parked);
14. In any underpass within the city;
15. At any place where official regulatory signs prohibit stopping, standing or parking, except as set forth on and in compliance with said regulatory sign;
16. Adjacent to any portion of an official painted yellow curbline, except where regulated by, and in conformance with, a regulatory sign;
17. In any manner that is not parallel with the edge of the roadway, headed in the direction of lawful traffic movement, and with the outside wheels of the vehicle more than eighteen inches from the curb or edge of the roadway, except where marked for diagonal parking, where the vehicle must be parked with the outside front wheel of the vehicle within six inches of the curb or edge of the roadway;
18. In a manner that allows less than ten feet of the width of the roadway for free movement of vehicular traffic;
19. In a manner that allows less than fifteen feet of the width of the alley for free movement and unobstructed access to public utilities and refuse containers;
20. Upon any roadway for the principal purpose of displaying such vehicle for sale; or, washing, greasing or repairing such vehicle except repairs necessitated by an emergency;
21. Upon any private property, without permission of the owner of said private property;
22. In a permanent reserved space of any kind, without proper permits and proper display of said permits;
23. In a handicapped parking space without valid and properly displayed handicapped parking permits, tags or license plates;
24. In a marked bus stop; and,

25. In a publicly-owned parking lot in violation of posted limits, restrictions or permit requirements.
26. Any boat or trailer of any size must be parked in front of the owner's lot or property.

Further:

1. No person shall park any commercial vehicle which is longer than twenty feet in length, or wider than eight feet in width, or any truck tractor, or any semitrailer, upon any street or alley in the city, except in those areas designated as business districts and in the industrial areas on the zoning district map of the city, except when such commercial vehicles, truck tractors or semitrailers are in the process of loading or unloading at the site of origin or delivery of shipments. No person shall park any commercial vehicle, truck tractor, or semitrailer of any dimensions, loaded with live animals, or any hazardous material as defined by U. S. Department of Transportation regulations on any street or alley in the city, except when in the process of loading or unloading. A commercial vehicle of twenty feet or less in length may only be parked in front of the vehicle owner's property, unless properly parked in front of a job site while the job is in progress.
2. No person shall park any recreational vehicle, as defined in Chapter 10.36 of the Casper Municipal Code, on any street within the city for a period in excess of five consecutive days in any thirty day period, unless the individual has complied with provisions outlined in the Parking Regulations Manual of the City of Casper, Wyoming, dated April 20, 2010, as may be amended from time to time by resolution of the city council.
3. No person shall park on certain designated snow route streets during a snow emergency, as set forth in the Snow Emergency Regulations contained within the Parking Regulations Manual of the City of Casper, Wyoming, dated April 20, 2010, as may be amended from time to time by resolution of the city council.
4. It shall be unlawful for any person to own, store, park or otherwise maintain a motor vehicle upon the public streets, alleys or highways of the city without first having registered the vehicle, obtained a license therefore and affixed thereto such license plates as are required, all in accordance with the applicable laws of the state pertaining to the licensing and registering of motor vehicles, as such laws now exist and as the same may from time to time be amended.
5. At any corner formed by the intersecting streets, it shall be unlawful to park any recreational vehicle, as defined in this Chapter, within the triangle formed by the intersection of the curb face of the extended curb lines, measured back a distance of thirty feet (30') with a line drawn to form a right triangle.

6. It shall be unlawful for any person to remove, erase, deface, obliterate or render unusable for the purpose of enforcement of the municipal code or the provisions of these regulations, any chalk mark, marker, or other indicator placed on a vehicle or any portion thereof by an authorized representative of the city for the purpose of measuring the passage of time or the movement of a vehicle stopped, standing or parking on any street, or in any parking lot or structure, or portion thereof.

The penalty for violating any provisions of the ordinance or the City of Casper Parking Regulations Manual, dated April 20, 2010, as may be amended from time to time by resolution of the city council, is up to \$750 per day per violation. Specific penalty amounts for specific violations are set by resolution of council.

Complete copies of the ordinance, and fees and penalty resolution are included in the Appendices.

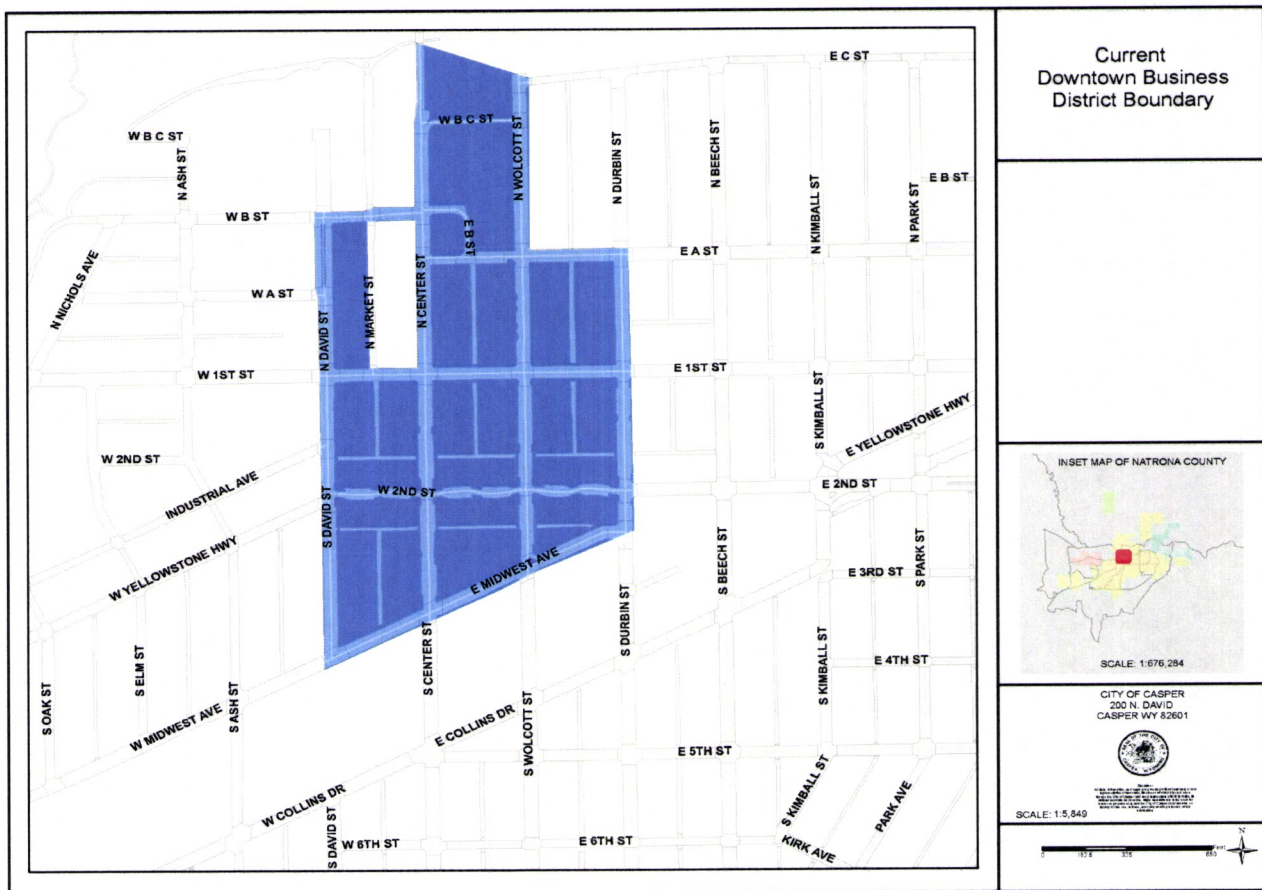


## PARKING IN THE DOWNTOWN BUSINESS DISTRICT

A. The downtown business district is the area included by and enclosed within the following streets:

- the west side of Center Street from the underpass to “B” Street;
- the north side of “B” Street from Center Street to David Street;
- the west side of David Street from “B” Street to Midwest Avenue;
- the south side of Midwest Avenue from David Street to Durbin Street;
- the east side of Durbin Street from Midwest Avenue to “A” Street;
- the north side of “A” Street from Durbin Street to Wolcott Street; and,
- the east side of Wolcott Street from “A” Street to “C” Street.

Market Street from Center Street to “B” Street is excluded from this district.



B. With the exception of the prohibition on overnight parking, which is enforced seven days a week, parking regulations in the downtown business district are enforced between the hours of 8:00 a.m. and 5:00 p.m., Mondays through Fridays, with the exception of legal holidays recognized by the City of Casper.

- C. Parking in the downtown business district is limited to two hours in any one space, and a maximum of two hours on a block face. This limit applies to all parking spaces, including handicapped spaces, unless they are permanent, reserved parking spaces. A block face is defined as a portion of a street or highway between two intersections, including all on-street parking along both sides of the street or highway within such boundaries.
- D. There may be parking spaces where the time limit is set at 15 minutes or 30 minutes. There also may be instances where there are parking spaces that have two hour time limits and are not located in the downtown business district. The fines and penalties for parking violations of these types of spaces are the same as for the downtown business district.
- E. Parking on the street in the downtown business district is prohibited between the hours of 3:00 a.m. and 6:00 a.m., seven days a week. This will allow city crews to sweep and clean city streets, and perform snow removal and other activities without the interference of parked cars.

The fine for parking in violation of this paragraph shall be \$25.

- F. Should a snow emergency be declared, parking shall be prohibited on the streets located in the downtown business district, between the hours of 11:00 p.m. and 6:00 a.m.
- G. There are two public parking lots located in the downtown business district that are owned by the City of Casper. One is a parking lot located at the corner of West 1<sup>st</sup> and North Center Streets. The second is the Municipal Parking Structure located on the east side of Center Street between East 2<sup>nd</sup> Street and Midwest Avenue. Both of these facilities are leased and operated by the Casper Area Chamber of Commerce, and do not currently fall under these parking regulations.

In the Appendices, there is information and an application for a reserved parking space at either one of these facilities. Should the City of Casper ever reassume operation of these facilities, these parking regulations will apply.



## **PERMANENT RESERVED PARKING PERMIT TYPES AND APPLICATION PROCESS**

### **Handicapped Parking Permit**

There are two categories of handicapped spaces – public and private. The public handicapped spaces are designated for use by the public. Any handicapped person, defined as provided by Sections 31-4-407 and 31-4-408 of the Wyoming Statutes, 1977 Republished Edition, as amended, and carrying and displaying on their vehicle, a proper identification sticker issued by the State of Wyoming may use a handicapped space.

Private handicapped spaces are marked with the individual's handicapped permit number, and only the individual assigned to the permit number is eligible to utilize the space.

If permits are not properly displayed, such vehicle will not be exempt from being cited for parking violations related to the use of the reserved space. The permits must be displayed on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadway.

- A. An application for a permanent handicapped parking space must be made with the City Clerk.
  - 1. Proper identification according to the laws of the State of Wyoming (Sections 31-4-407 and 31-4-408 of the Wyoming Statutes, 1977 Republished Edition, as amended) will be required.
  - 2. A one-time application fee of \$25 is required.
- B. The City Clerk will notify the City Engineer that an application has been made.
  - 1. The number of spaces and location of spaces to be allowed for permanent handicapped parking shall be determined by the City Engineer.
  - 2. Where permanent reserved spaces for the handicapped are allowed by the City Engineer, the space will be marked and designated by appropriate signing, or signing and yellow or blue curb, at the discretion of the City Engineer.
- C. The City Engineer will notify the City Clerk of his/her decision to approve or deny the application.
  - 1. Should the application be denied, the application fee will not be refunded to the applicant.
  - 2. Should the application be approved, the City Clerk will issue the appropriate documentation to the applicant.

- D. The annual fee for a permanent, reserved handicapped parking space is \$300. Renewals may be granted upon receipt of a licensed physician's written statement showing continuing need, as long as the space still complies with traffic and parking needs, as determined by the City Engineer.
- E. Violation of any conditions of this permit, as listed on the permit application, will be cause for immediate revocation.

**Recreational Vehicle Parking Permit**

These spaces are designated only in residential areas on public streets (not in the parkway), and are for use for long-term parking (more than five (5) days) of recreational vehicles, as defined in Chapter 10.36 of the Casper Municipal Code, by a property owner. The use of a recreational vehicle as a dwelling when parked on private property or on a public street shall be limited to five (5) consecutive days in any thirty (30) day period.

If permits are not properly displayed, such vehicle will not be exempt from being cited for parking violations related to the use of the reserved space. The permits must be displayed on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadway, or in a location as approved by the Community Development Director.

- A. An application for a recreational vehicle parking space must be made with the City Clerk.
  - 1. A non-refundable application fee of \$25 is required.
- B. The City Clerk will notify the Community Development Director that an application has been made.
- C. The Community Development Director may designate recreational vehicle parking spaces in an approved area if:
  - 1. The space is located directly in front of the lot owned by the applicant;
  - 2. The applicant has obtained the signatures of the owners of the lot on each side of the applicant, and the owners of the three lots located immediately across the street, agreeing to the parking of such recreational vehicle on the public street; and,
  - 3. The Community Development Director determines that there is insufficient space or access to the lot for storage of such unit off the street, and that on-street parking of such unit will not constitute a traffic impediment or safety hazard.
- D. No permit shall be issued for the parking of such vehicles if the street is an arterial or collector street, or if the parking area is located within the sight triangle as defined in Section 10.36.020(F) of the Casper Municipal Code.

- E. The annual fee for a recreational vehicle parking space is \$25. Upon each and every request for renewal of a Recreational Vehicle Parking Permit, applicant shall provide a new petition completed as described in Paragraph C.2.
- F. Violation of any conditions of this permit, as listed on the permit application, will be cause for immediate revocation.

**Loading Zones Parking Permit**

These spaces are designated specifically for use by individuals loading and/or unloading merchandise and materials.

- A. An application for a loading zone space must be made with the City Clerk.
  - 1. A one-time application fee of \$25 is required.
- B. The City Clerk will notify the City Engineer that an application has been made.
  - 1. The number of spaces and location of spaces to be allowed for loading zone spaces shall be determined by the City Engineer.
  - 2. Where permanent reserved loading zones are allowed by the City Engineer, the space will be marked and designated by appropriate signing, at the discretion of the City Engineer.
- C. The City Engineer will notify the City Clerk of his/her decision to approve or deny the application.
  - 1. Should the application be denied, the application fee will not be refunded to the applicant.
  - 2. Should the application be approved, the City Clerk will issue the appropriate documentation to the applicant.
- D. The annual fee for a permanent, reserved loading zone space is \$300.
- E. Violation of any conditions of this permit, as listed on the permit application, will be cause for immediate revocation.

**Critical Parking – Schools Parking Permit**

These spaces are designated for use by individuals in residential districts who are severely impacted by high volumes of traffic created by the proximity to schools. A critical parking – schools parking permit allows the permit holder to park on the street in a critical parking area, between the hours of 7:00 a.m. and 3:00 p.m. on school days.

If permits are not properly displayed, such vehicle will not be exempt from being cited for parking violations related to the use of the reserved space. The permits must be displayed on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadway.

- A. An application for a critical parking permit must be made with the City Clerk.
  - 1. An application fee is not required.
- B. The City Clerk will notify the City Engineer that an application has been made.
- C. The City Engineer may designate critical traffic and parking area(s) consisting of certain streets or parts thereof, if:
  - 1. The area is detrimentally impacted by the parking of commuter vehicles during the proposed hours of restriction;
  - 2. The area does not have sufficient off-street vehicle parking for the use and convenience of the residents thereof in the vicinity of their homes;
  - 3. Vehicle noise, pollution or congestion will work unacceptable hardships on the residents of the area if present parking is to continue unregulated; and,
  - 4. The health, safety or welfare of residents of the area and the city as a whole and the attractiveness and livability of specific neighborhoods will be promoted by a system of preferential parking.
- D. The number and location of spaces or zones to be allowed for critical parking shall be determined by the City Engineer.

Where critical parking spaces or zones are allowed by the City Engineer, the space or zone will be marked and designated by appropriate signing, or signing and yellow curb, at the discretion of the City Engineer.

- E. The City Engineer will notify the City Clerk of his/her decision to approve or deny the application.
  - 1. Should the application be denied, the application fee will not be refunded to the applicant.
  - 2. Should the application be approved, the City Clerk will issue the appropriate documentation to the applicant.
- F. The annual fee for a critical parking space is \$25.
- G. Residents, upon proper identification, living within critical parking and traffic areas may be granted additional temporary parking permits to be used for bona fide visitors, for a fee of \$2 per day per permit.

- H. Violation of any conditions of this permit, as listed on the permit application, will be cause for immediate revocation.

**Parkway Parking Permit**

Parkway parking allows the parking of a vehicle or recreational vehicle, as defined by Chapter 10.36 of the Casper Municipal Code, on the non-sidewalk portion of a parkway in front of the lot, or, for a corner lot, on the street side of the lot owned by the applicant. A parkway is an area of land located between the back of the street curb and the property line, including any sidewalk or landscaping located therein.

If permits are not properly displayed, such vehicle will not be exempt from being cited for parking violations related to the permitted use. The permits must be displayed on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle, so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadway, or in any other manner approved by the Community Development Director.

- A. An application for a parkway parking permit must be made with the City Clerk.
1. A one-time, non-refundable application fee of \$25 will be required.
- B. The City Clerk will notify the Community Development Director that an application has been made.
- C. The Community Development Director may designate temporary parkway vehicle or recreational vehicle parking spaces on the parkway if:
1. The parkway is located directly in front of the lot, or for a corner lot, the street side of the lot owned by the applicant; and,
  2. The applicant has obtained the signatures of the owner of the lot on each side of the applicant, and the owners of the three lots located immediately across the street, agreeing to the parking of such vehicle or recreational vehicle, if it is determined that there is insufficient space or access to the lot for storage of such unit, or if special circumstances warrant, including, but not limited to, safety, sidewalk obstruction/access, potential ground contamination, sight line obstruction, fire hydrant or other public health and safety requirements.
- D. Permits are limited to one vehicle or recreational vehicle per lot.
- E. These permits do not run with the land and are not transferrable.
- F. The annual fee for a parkway parking permit is \$25. Upon each and every request for renewal of a Parkway Parking Permit, applicant shall provide a new petition completed as described in Paragraph C.2.

- G. Violation of any conditions of this permit, as listed on the permit application, will be cause for immediate revocation.

## **TEMPORARY PARKING PERMIT TYPES AND APPLICATION PROCESS**

### **Temporary Special Needs Parking Permit**

An individual with a temporary special needs parking permit is allowed to park in any non-handicapped, non-reserved parking space which is at or near the individual's place of employment during normal working hours, or near the individual's residence without being cited for overtime parking. A temporary special need is considered to be a disability or handicap which will last for a period of less than twelve months.

If permits are not properly displayed, such vehicle will not be exempt from being cited for parking violations related to the use of the reserved space. The permits must be displayed on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadway.

- A. An application for a temporary special needs parking permit must be made with the City Clerk.
  - 1. Proof of the temporary disability, along with an estimate of the duration of the temporary disability, must be supplied by a licensed physician.
  - 2. A one-time, non refundable application fee of \$25 will be required.
- B. A temporary special needs parking permit will be valid only for as long as the temporary disability lasts. Upon the expiration of the time for which a temporary special needs permit is issued, the permit will become invalid.
- C. The monthly fee for a temporary special needs parking permit is \$25. There shall be no pro-ration of this fee.
- D. Violation of any conditions of this permit, as listed on the permit application, will be cause for immediate revocation.

### **Construction Parking Permit**

Construction parking allows for parking in any non-handicapped, non-reserved parking space in excess of two hours in the downtown business district, while vehicles displaying the appropriate permit are being used to transport or supply workers, tools or construction materials to a job site.

If permits are not properly displayed, such vehicle will not be exempt from being cited for parking violations related to the use of the reserved space. The permits must be displayed on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadway.

- A. An application for a construction parking permit must be made with the City Clerk.
  - 1. A one-time, non-refundable application fee of \$25 will be required.
- B. A construction parking permit will be valid only for as long as the construction project lasts. Upon the expiration of the time for the construction project, the permit will become invalid.
- C. The monthly fee for a construction parking permit is \$25. There will be no pro-ration of this fee.
- D. Violation of any conditions of this permit will be cause for immediate revocation.



## **COURTESY PARKING TICKETS AND PERMITS**

- A. The Chief of Police may authorize Casper Police Department personnel to issue courtesy tickets to any motor vehicle violating any parking regulation. This ticket must specify the violation and state that no fine or penalty will be incurred.
- B. The Chief of Police may authorize Casper Police Department personnel, the Casper Area Chamber of Commerce, and the Casper Area Convention and Visitors' Bureau to issue courtesy parking tags to out-of-county and out-of-state residents, groups or organizations, for the purpose of allowing them unlimited free parking in the downtown business district while they are in the city for the purpose of meetings, seminars, conventions, gatherings or participation in sporting events.



## **BUS STOPS**

The City Engineer may establish bus stops on such public streets in such places and in such number as it shall determine to be of the greatest benefit and convenience to the public and every such bus stop shall be designated by appropriate signs.

Where such stops are established by the City Engineer, they will be marked and designated by appropriate signing, or signing and yellow curb, at the discretion of the City Engineer.

No one is allowed to utilize these stops unless they are a commercial carrier actually engaged in loading or unloading passengers, and the stopping does not interfere with any bus waiting to enter or about to enter such zone.

Parking is not allowed in a marked bus stop area.



## **SNOW EMERGENCY REGULATIONS**

The city's snow emergency policy is designed to clear streets quickly and effectively during a storm, and to help create open, passable streets during and after the storm, in an effort to reduce impassable streets and snowed-in parking lots, which result in inconvenienced residents, reduced commerce, and endangered public safety.

To ensure effective snow removal and avoid related problems, the City of Casper has adopted an aggressive policy toward making sure roadways are cleared in advance of a storm so snow plows can do their work. Residents and businesses are advised to read the following procedures carefully.

### **Declaration of a Snow Emergency**

- A. A snow emergency may be declared when four or more inches of snow **are predicted**.
- B. The emergency will be declared six hours before the storm is predicted to begin.
- C. The snow emergency will be cancelled once the storm subsides and the streets have been cleared, or if the amount of snow forecast is changed to an amount less than four inches. The procedure for communication of a cancellation will be the same as outlined below.

### **Communication of a Snow Emergency**

It is the vehicle owner's responsibility to seek out information regarding snow emergencies during the winter months. The City of Casper will do everything possible to make this information easily accessible.

- A. The Public Services Department will notify the local access television channel (Cable Channel 3), along with the local media.
- B. The Casper Police Department will immediately begin warning residents to remove their vehicles.
- C. Residents may call the 24-hour snow line at (307) 235-8283 to find out when an emergency is in effect.
- D. Information concerning snow emergencies will be available on the City of Casper web site at [cityofcasperwy.com](http://cityofcasperwy.com).

### **Parking, Ticketing and Towing Rules DURING a Snow Emergency**

- A. Residents will be required to move their vehicles from the designated snow route streets four hours after the snow emergency declaration takes effect. Towing before the snow hits the ground is necessary to ensure clear streets for the snow plows.

- B. It is strongly advised that residents move their vehicles from the designated snow route streets as soon as an emergency is declared in order to avoid any confusion about time lines.
- C. Ticketing and towing will begin after four hours from the time the snow emergency declaration takes effect. The fine for parking on a designated snow route street during a snow emergency shall be \$50.

### **Parking, Ticketing and Towing Rules AFTER a Snow Emergency**

- A. Normal parking enforcement will resume after the snow emergency declaration has been cancelled.

### **Streets Designated as Snow Emergency Streets**

All streets in the Downtown Business District.

East 3<sup>rd</sup> Street from Jackson Street to Conwell Street (Hospital Route)  
East 5<sup>th</sup> Street from Center Street to Conwell Street (Downtown and Narrow "B" Level)  
East 6<sup>th</sup> Street from Jefferson Street to McKinley Street (School Route)  
East 7<sup>th</sup> Street from Wolcott Street to Durbin Street (School Route)  
East 8<sup>th</sup> Street from David Street to Center Street (School Route)  
East 8<sup>th</sup> Street from Oak Street to Ash Street ( School Route)  
East 8<sup>th</sup> Street from Wind River Avenue to Walsh Drive (School Route)  
East 9<sup>th</sup> Street from Ash Street to Beech Street ("A" Level)  
East 12<sup>th</sup> Street from CY Avenue to McKinley Street ("A" Level)  
East 13<sup>th</sup> Street from CY Avenue to McKinley Street ("A" Level)  
West 14<sup>th</sup> Street from Cottonwood Street to Willow Street (School Route)  
East 14<sup>th</sup> Street from CY Avenue to Elm Street (School Route)  
East 15<sup>th</sup> Street from CY Avenue to Beverly Street (School Route)  
West 15<sup>th</sup> Street from Cottonwood Street to Willow Street (School Route)  
West 15<sup>th</sup> Street from Willow Street to Poplar Street (School Route)  
East 25<sup>th</sup> Street from Shattuck Avenue to Sagewood Avenue (School Route)  
West 29<sup>th</sup> Street from Knollwood Drive to Coffman Avenue (School Route)  
West 38<sup>th</sup> Street from Wolf Creek Road to Aspen Drive (School Route)  
47<sup>th</sup> Street from Oak Street to Center Street (Heavy Drifting "B" Level)  
47<sup>th</sup> Street from Vista Way to Mountain Way (Heavy Drifting "B" Level)  
50<sup>th</sup> Street from Oak Street to Casper Mountain Road (Heavy Drifting "B" Level)  
50<sup>th</sup> Street from Mountain Way to Casper Mountain Road (Heavy Drifting "B" Level)  
53<sup>rd</sup> Street from Oak Street to Casper Mountain Road (Heavy Drifting "B" Level)  
East "A" Street from North Elk Street to North Lowell Street (School Route)  
Bentley Drive from Coliseum Way to East 2<sup>nd</sup> Street (Narrow Collector "B" Level)  
Bellaire Drive from Laramie Avenue to CY Avenue (School Route)  
Bruce Lane from Foster Road to North Glenn Road ("A" Level)  
Buckboard Road from Herrington Drive to Robertson Road (School Route)  
Carriage Lane from Wyoming Boulevard to East 12<sup>th</sup> Street (School Route)  
North Center Street from East "K" Street to East "L" Street (School Route)

South Center Street from 47<sup>th</sup> Street to 50<sup>th</sup> Street (Heavy Drifting “B” Level)  
 Christi Lane from Walsh Drive to Wind River Avenue (School Route)  
 Coffman Avenue from CY Avenue to Sage Avenue (School Route)  
 Coffman Avenue from West 25<sup>th</sup> Street to West 29<sup>th</sup> Street (School Route)  
 Collins Drive from South Durbin Street to South Kimball Street (“A” Level)  
 South Conwell Street from East 1<sup>st</sup> Street to East 3<sup>rd</sup> Street (Hospital Route)  
 South Conwell Street from East 3<sup>rd</sup> Street to East 15<sup>th</sup> Street (“A” Level)  
 Cottonwood Street from West 14<sup>th</sup> Street to West 15<sup>th</sup> Street (School Route)  
 CY Avenue from Poplar Street to Ash Street (“A” Level)  
 Donegal from East 12<sup>th</sup> Street to Waterford (School Route)  
 Eagle Drive from Wyoming Boulevard to Fox (Heavy Drifting “B” Level)  
 South Elm Street from West 8<sup>th</sup> Street to West 15<sup>th</sup> Street (School Route)  
 English Avenue from Foster Road to Poplar Street (“A” Level)  
 Essex Avenue from Sage Avenue to Skyridge Road (School Route)  
 Fairdale Avenue from East 15<sup>th</sup> Street to Farnum Street (School Route)  
 Farnum Street from Beverly Street to Fairdale Avenue (School Route)  
 Foster Road from Bruce Lane to English Avenue (“A” Level)  
 Gary Avenue from North Huber Drive to North Sun Drive (School Route)  
 North Glenarm Street from East “H” Street to East “K” Street (School Route)  
 Glenn Road from Bruch Lane to English Avenue (“A” Level)  
 Goodstein Drive from Marks Way to Casper Mountain Road (Heavy Drifting “A” Level)  
 Goodstein Drive from Casper Mountain Road to Vista Way (Heavy Drifting “B” Level)  
 North Grant Street from East “K” Street to East “H” Street (School Route)  
 East “H” Street from North Grant Street to North Glenarm Street (School Route)  
 Hickory Street from Coffman Avenue to West 24<sup>th</sup> Street (School Route)  
 North Huber Drive from Gary Avenue to East 2<sup>nd</sup> Street (School Route)  
 South Jackson Street from East 2<sup>nd</sup> Street to East 3<sup>rd</sup> Street (Hospital Route)  
 Jim Bridger Avenue from DeSmet Drive to Bellaire Drive (School Route)  
 East “K” Street from North Center Street to Bryan Stock Trail (“A” Level)  
 Knollwood Drive from West 25<sup>th</sup> Street to West 29<sup>th</sup> Street (School Route)  
 Magnolia Drive from Paradise Drive to Primose (School Route)  
 South McKinley Street from East 1<sup>st</sup> Street to East 27<sup>th</sup> Street (“A” Level)  
 North Elk Street from East “A” Street to East 1<sup>st</sup> Street (School Route)  
 North Lowell Street from East “A” Street to East 1<sup>st</sup> Street (School Route)  
 Oak Street from Collins Drive to CY Avenue (School Route)  
 Oak Street from Goodstein Drive to 47<sup>th</sup> Street (Heavy Drifting “B” Level)  
 Oakcrest from 15<sup>th</sup> Street to 17<sup>th</sup> Street (School Route)  
 Paradise Drive from CY Avenue to Magnolia Drive (“A” Level)  
 Paradise Drive from Riverbend Road to Magnolia Drive (Narrow Collector “B” Level)  
 Payne Avenue from East 5<sup>th</sup> Street to East 12<sup>th</sup> Street (School Route)  
 Poplar Street from CY Avenue to Wyoming Boulevard (“A” Level)  
 Sage Avenue from CY Avenue to Essex Avenue (School Route)  
 Sagewood Avenue from East 21<sup>st</sup> Street to East 25<sup>th</sup> Street (School Route)  
 Shattuck Avenue from East 21<sup>st</sup> Street to East 25<sup>th</sup> Street (School Route)  
 Skyridge Road from Essex Avenue to Coffman Avenue (School Route)  
 North Sun Drive from Gary Avenue to East 2<sup>nd</sup> Street (School Route)

South Walsh Drive from East 2<sup>nd</sup> Street to East 12<sup>th</sup> Street (School Route)  
Waterford from Donegal to East 12<sup>th</sup> Street (School Route)  
Willow Street from West 13<sup>th</sup> Street to West 15<sup>th</sup> Street (School Route)



## **APPENDICES**



## PARKING PERMIT APPLICATION

Name of Applicant \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

**NOTE:** By signing this application, you are agreeing to the conditions for the parking permit for which you apply (see attached).

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ (work) \_\_\_\_\_ (home) \_\_\_\_\_

### Type of Permit for Which Application is Being Made

- ☐ Handicapped – Initial Application Fee - \$25; Annual Fee - \$300  
*(Must have valid disabled sticker, issued by the State of Wyoming)*
- ☐ Temporary Special Needs Parking – Initial Application Fee - \$25; Monthly Fee - \$25  
*(Must have proof of the temporary disability, along with an estimate of the duration of the temporary disability, supplied by a licensed physician. Disability must be temporary in nature, lasting for a period of less than 12 months. Must also provide employer name, address, hours of work, and information relating to the parking situation around the applicant's employment or residence.)*
- ☐ Loading Zone – Initial Application Fee - \$25; Annual Fee - \$300
- ☐ Recreational Vehicle – Initial Application Fee - \$25; Annual Fee - \$25 *(petition required each year)*
- ☐ Parkway Parking – Initial Application fee - \$25; Annual Fee - \$25 *(petition required each year)*
- ☐ Construction Parking – Initial Application Fee - \$25; Monthly Fee - \$25
- ☐ Critical Parking – Schools – Application Fee - \$0; Annual Fee - \$25
- ☐ Critical Parking – Schools, Guest – Application Fee - \$0; Per Day Fee - \$2

(PLEASE NOTE: If your application is denied, your application fee will not be refunded. Also, it is your responsibility to renew these permits annually. They are not automatically renewed, and you will not receive renewal reminders.)

### City Engineer

☐ Approve/Date \_\_\_\_\_

☐ Deny/Date \_\_\_\_\_

Reason for denial: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Community Development Director

☐ Approve/Date \_\_\_\_\_

☐ Deny/Date \_\_\_\_\_

Reason for denial: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Issued by: \_\_\_\_\_ Date: \_\_\_\_\_

City of Casper, Administrative Services Department, 200 North David Street, Casper, WY 82601

## **PARKING PERMIT CONDITIONS**

### **Handicapped**

- For use only by handicapped individual.
- Must have proper identification according to the laws of the State of Wyoming
- Permit must be displayed prominently on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle, so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadside. The permit shall at all times be displayed so that the expiration date is plainly visible from the sidewalk or roadside.
- Violation of any conditions on this permit will be cause for immediate revocation.

### **Recreational Vehicle**

- For use by property owner. Space must be located directly in front of the lot owned by the applicant; and, applicant must obtain the signatures of the owners of the lot on each side of the applicant, and the owners of the three lots located immediately across the street, agreeing to the parking of such recreational vehicle, as defined in Chapter 10.36 of the Casper Municipal Code, if it is determined by the Community Development Director that there is insufficient space or access to the lot for storage of such unit off the street, and that on-street parking of such unit will not constitute a traffic impediment or safety hazard.
- Upon each and every request for renewal of said permit, applicant shall provide a new petition completed as described in the above paragraph.
- Permit must be displayed prominently on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle, so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadside, or in a location approved by the Community Development Director. The permit shall at all times be displayed so that the expiration date is plainly visible from the sidewalk or roadside.
- Vehicle must be currently licensed and in operable condition.
- Washing, greasing or repairing, or advertising the sale of such vehicle in said space shall not be allowed.
- Violation of any conditions on this permit will be cause for immediate revocation.

### **Loading Zone**

- For use by owner or lessee of property, or to owner of the vehicle.
- Shall only be used for loading or unloading merchandise or materials or passengers.
- Violation of any conditions on this permit will be cause for immediate revocation.

### **Critical Parking – Schools**

- For use by property owner and guests, between the hours of 7:00 a.m. and 3:00 p.m. on school days
- Permit must be displayed prominently on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle, so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadside. The permit shall at all times be displayed so that the expiration date is plainly visible from the sidewalk or roadside.
- Violation of any conditions on this permit will be cause for immediate revocation.

### **Temporary Special Needs Parking**

- For use only by temporarily handicapped individual.
- Handicap must be temporary in nature, lasting for a period of less than 12 months.
- Must have proper documentation issued by licensed physician.
- Permit must be displayed prominently on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle, so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadside. The permit shall at all times be displayed so that the expiration date is plainly visible from the sidewalk or roadside.
- Violation of any conditions on this permit will be cause for immediate revocation.

### **Construction Parking**

- For use only by individuals employed by contractor responsible for the project.
- Permit must be displayed prominently on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle, so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadside. The permit shall at all times be displayed so that the expiration date is plainly visible from the sidewalk or roadside.
- Violation of any conditions on this permit will be cause for immediate revocation.

### **Parkway Parking**

- For use by property owner. Space must be located directly in front of the lot owned by the applicant; and, the applicant must obtain the signatures of the owners of the lot on each side of the applicant, and the owners of the three lots located immediately across the street, agreeing to the parking of such recreational vehicle, if it is determined by the Community Development Director that there is insufficient space or access to the lot for storage of such unit off the street.
- Upon each and every request for renewal of said permit, applicant shall provide a new petition completed as described in the above paragraph.
- Permit must be displayed prominently on the dashboard of the parked vehicle, on the side nearest the curb or roadside, or suspended from the rearview mirror inside the vehicle, so as to be in plain view of any persons looking through the front windshield of the vehicle from the sidewalk or roadside. The permit shall at all times be displayed so that the expiration date is plainly visible from the sidewalk or roadside, or in a location approved by the Community Development Director.
- Vehicle must be currently licensed and in operable condition.
- Washing, greasing or repairing, or advertising the sale of such vehicle in said space shall not be allowed.
- No portion of the parkway shall be used to park or store any type of commercial vehicle, building, equipment, sign or other obstruction intended for commercial use or display.
- Violation of any conditions on this permit will be cause for immediate revocation.



**Petition for Recreational Vehicle Parking on the Street or Parking on a Parkway**

OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HEREBY PETITIONS for an annual permit to park a (an) \_\_\_\_\_,

License # \_\_\_\_\_ on the ☐ **street** or ☐ **parkway** (check one) at the above location.

Recreation Vehicle Parking

Chapter 10.36 of the Casper Municipal Code states that the owner of a recreational vehicle may apply for an annual permit to park a recreational vehicle on the public street in front of the lot owned by him or her. The applicant will be required to obtain the signatures of the owners of the 2 lots immediately adjacent on the same side of the street (one on each side) and the 3 lots immediately across the street, agreeing to the parking of such vehicle. **Parking will not be permitted on an arterial or collector street, and in the thirty foot sight distance triangle at the intersection of any street or alley.**

Parkway Parking

The Casper Municipal Code states that the owner abutting the parkway may apply for an annual permit to park a vehicle or recreational vehicle within the parkway, which must be located in front of or, for a corner lot, on the street side of the lot owned or occupied by the owner. The applicant will be required to obtain the signatures of the owners of the 2 lots immediately adjacent on the same side of the street (one on each side) and the 3 lots immediately across the street, agreeing to the parking of such vehicle.

\*\*\*\*\*

I agree to the parking of a (an) \_\_\_\_\_, on the ☐ **street** or ☐ **parkway** (check one) at the above location.

|    | <u>Name</u> | <u>Address</u> | <u>Telephone Number</u> |
|----|-------------|----------------|-------------------------|
| 1. | _____       | _____          | _____                   |
| 2. | _____       | _____          | _____                   |
| 3. | _____       | _____          | _____                   |
| 4. | _____       | _____          | _____                   |
| 5. | _____       | _____          | _____                   |

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_





## **Parking Garage Hours**

**Monday through Thursday:  
11 am to 10 pm**

**Fridays:  
11 am to 12 am**

**Saturday and Sunday:  
Free Parking**

### **Hourly Parking Fee Structure:**

31 \$2.00 minimum (2 hours)  
\$1.00 per hour after 2 hours

**Parking Garage  
Manager:  
Joe Garnier**

**Downtown Parking Garage  
Attendants  
John Olson  
John Garnier**

**Casper Area Chamber of  
Commerce Executive  
Director:  
Lori Becker**

**Phone: 261-9950  
Cell: 262-5311  
Fax: 265-2643**

**ATTENTION:**  
Monthly parkers will be responsible  
for all costs of collections or reason-  
able attorney's fees for any accounts  
left unpaid after 90 days.



## **DOWNTOWN PARKING GARAGE**

## **1ST & CENTER LOT**

Your convenient downtown  
parking for shopping, restaurants,  
movies and businesses!

Joe Garnier , Manager 262-5311  
Downtown Parking Garage  
230 S. Wolcott Street \* PO Box 399 82602

A City facility managed and maintained by the  
Casper Area Chamber of Commerce 234-5311  
500 N. Center Street  
Casper, WY 82602



## Application for Monthly Parking

NAME: \_\_\_\_\_

BUSINESS \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_

HOME PHONE \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PRIMARY VEHICLE LICENSE PLATE NUMBER: \_\_\_\_\_

SECONDARY VEHICLE LICENSE PLATE : \_\_\_\_\_

IT IS YOUR RESPONSIBILITY TO NOTIFY PARKING GARAGE OR CHAMBER STAFF WHEN YOU CANCEL YOUR MONTHLY SPACE. CHARGES WILL BE ASSESSED UNTIL OFFICIAL CANCELLATION IS MADE BY YOU.

I have read this statement and agree to notify the Chamber or Parking Garage staff when I will no longer be using my parking space(s)

Signature: \_\_\_\_\_

**Please indicate (with a checkmark or X) your preference:**

\_\_\_\_\_ Parking Garage Covered  
\_\_\_\_\_ Parking Garage Uncovered  
\_\_\_\_\_ Parking Lot #1 (1st & Center)

**Please indicate (with a checkmark or X) your preference:**

\_\_\_\_\_ Monthly Billing  
\_\_\_\_\_ Quarterly Billing  
\_\_\_\_\_ Semi-Annually  
\_\_\_\_\_ Annually

For ACH Withdrawal ask booth operator for instruction sheet

Cost per space in Garage per month:

\$40 for Covered Parking  
\$35 Business Rate over 1 space  
\$17 for Uncovered Parking

Cost for 1st & Center Lot per month:

\$32 per space

Invoices will be mailed on the 15th of every month. This will pay for the proceeding month. First bill will be pro-rated for time used in previous month.

Vehicles are parked in permitted locations and structures at the owners risk. Articles are left in vehicles at the owners risk. The Casper Area Chamber of Commerce is not liable to the owner of any motor vehicle in this garage in the following respects: Loss or damage to vehicle, or its contents due to theft, vandalism, fire, freezing and explosion, beyond the control of the undersigned.

**Cancellation Policy:** To cancel your monthly parking contract, the Parking Tag must be returned and submitted with a written cancellation notice to the Chamber office or the Parking Garage personnel. Unreturned Parking Tags will result in a \$10.00 fee.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Drivers License # \_\_\_\_\_

Social Security # \_\_\_\_\_

**Casper Area Chamber of Commerce  
Downtown Parking Garage  
230 South Wolcott  
PO Box 399  
Casper, WY 82602**

**Phone: 307-261-9950**

**Cell: 262-5311**

**Fax: 265-2643**

ORDINANCE NO. 12-10

AN ORDINANCE REPEALING CHAPTERS 10.36, 10.40, 10.44 AND 10.48, AND CREATING A NEW CHAPTER 10.36 OF THE CASPER MUNICIPAL CODE PERTAINING TO PARKING.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

Section 1:

That Chapters 10.36, 10.40, 10.44 and 10.48 of the Casper Municipal Code are hereby repealed.

Section 2:

That a new Chapter 10.36 of the Casper Municipal Code is hereby created to read as follows:

CHAPTER 10.36

PARKING

- 10.36.010 Delegation of Authority
- 10.36.020 General Prohibitions
- 10.36.030 Recreational Vehicle - Defined
- 10.36.040 Vehicle Removal Authorized When
- 10.36.050 Penalties and Enforcement

Section 10.36.010 Delegation of Authority

The city manager, by and through his or her designee, is hereby authorized to, in accordance with appropriate state and federal statutes, rules and regulations, designate and post prohibitions, limitations, regulations and exceptions thereto, regarding parking motor vehicles within the city limits of Casper.

Section 10.36.020 General Prohibitions

- A. In addition to any specific regulations adopted pursuant to the above-granted delegation of authority, it shall be unlawful to park a motor vehicle within the city limits of Casper:
  - 1. At any place, time or manner prohibited by the city manager or his or her designee;
  - 2. On a sidewalk;
  - 3. In a parkway, without a properly displayed permit;
  - 4. In front of a public or private driveway or garage entrance on a street or in an alley;
  - 5. Within an intersection;
  - 6. Within fifteen feet of a fire hydrant;

7. On a crosswalk;
8. Within twenty feet of a crosswalk or an intersection, unless otherwise permitted by the city engineer;
9. Within thirty feet upon the approach to any flashing beacon, stop sign or traffic control signal located at the side of a roadway;
10. Within twenty feet of the nearest rail of a railroad crossing;
11. Within twenty feet of the driveway entrance to any fire station;
12. Alongside or opposite any street excavation or obstruction when stopping, standing or parking would obstruct traffic;
13. On the roadway side of any vehicle stopped or parked at the edge of the curb of a street (double parked);
14. In any underpass within the city;
15. At any place where official regulatory signs prohibit stopping, standing or parking, except as set forth on and in compliance with said regulatory sign;
16. Adjacent to any portion of an official painted yellow curbline, except where regulated by, and in conformance with, a regulatory sign;
17. In any manner that is not parallel with the edge of the roadway, headed in the direction of lawful traffic movement, and with the outside wheels of the vehicle more than eighteen inches from the curb or edge of the roadway, except where marked for diagonal parking, where the vehicle must be parked with the outside front wheel of the vehicle within six inches of the curb or edge of the roadway;
18. In a manner that allows less than ten feet of the width of the roadway for free movement of vehicular traffic;
19. In a manner that allows less than fifteen feet of the width of the alley for free movement and unobstructed access to public utilities and refuse containers;
20. Upon any roadway for the principal purpose of displaying such vehicle for sale; or, washing, greasing or repairing such vehicle except repairs necessitated by an emergency;
21. Upon any private property, without permission of the owner of said private property;
22. In a permanent reserved space of any kind, without proper permits and proper display of said permits;
23. In a handicapped parking space without valid and properly displayed handicapped parking permits, tags or license plates;
24. In a marked bus stop; and,
25. In a publicly-owned parking lot in violation of posted limits, restrictions or permit requirements.
26. Any boat or trailer of any size must be parked in front of the owner's lot or property.

B. No person shall park any commercial vehicle which is longer than twenty feet in length, or wider than eight feet in width, or any truck tractor, or any semitrailer, upon any street or alley in the city, except in those areas designated as business and in the industrial areas on the zoning district map of the city, except when such commercial vehicles, truck tractors or semitrailers are in the process of loading or unloading at the site of origin or delivery of shipments. No person shall park any commercial vehicle,

truck tractor, or semitrailer of any dimensions, loaded with live animals, or any hazardous material as defined by U. S. Department of Transportation regulations. A commercial vehicle of twenty feet or less in length may only be parked in front of the vehicle owner's property, unless properly parked in front of a job site while the job is in progress.

- C. No person shall park any recreational vehicle, as defined in this Chapter, on any street within the city for a period in excess of five consecutive days in any thirty day period, unless the individual has complied with provisions outlined in the Parking Regulations Manual of the City of Casper, Wyoming, dated April 20, 2010, as may be amended from time to time by resolution of the city council.
- D. No person shall park on certain designated snow route streets during a snow emergency, as set forth in the Snow Emergency Regulations contained within the Parking Regulations Manual of the City of Casper, Wyoming, dated April 20, 2010, as may be amended from time to time by resolution of the city council.
- E. It shall be unlawful for any person to own, store, park or otherwise maintain a motor vehicle upon the public streets, alleys or highways of the city without first having registered the vehicle, obtained a license therefore and affixed thereto such license plates as are required, all in accordance with the applicable laws of the state pertaining to the licensing and registering of motor vehicles, as such laws now exist and as the same may from time to time be amended.
- F. At any corner formed by the intersecting streets, it shall be unlawful to park any recreational vehicle, as defined in this Chapter, within the triangle formed by the intersection of the curb face of the extended curb lines, measured back a distance of thirty feet (30') with a line drawn to form a right triangle.
- G. It shall be unlawful for any person to remove, erase, deface, obliterate or render unusable for the purpose of enforcement of this chapter or the provisions outlined in the Parking Regulations Manual of the City of Casper, Wyoming, dated April 20, 2010, as may be amended from time to time by resolution of the city council, any chalk mark, marker, or other indicator placed on a vehicle or any portion thereof by an authorized representative of the city for the purpose of measuring the passage of time or the movement of a vehicle stopped, standing or parking on any street, or in any parking lot or structure, or portion thereof.

#### Section 10.36.030 Recreational Vehicle – Defined

- A. For purposes of this Chapter, "Recreational vehicle (RV)" means any of the following:
  - 1. A vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, in accordance with ANSI Standards Bulletin No. 119-A;

2. A pickup camper, meaning a structure designed to be mounted on a truck chassis, for use as a temporary dwelling for travel, recreation and vacation;
3. A motor home, meaning a portable, temporary dwelling, to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle;
4. A camping trailer, meaning a structure mounted on wheels and designed for travel, recreation and vacation use; or,
5. A boat or trailer of any type, that is over twenty feet long, measured from the tongue, or over four and one-half feet high, including any load thereon.

#### Section 10.36.040 Vehicle Removal Authorized When

- A. Whenever any police officer finds a vehicle upon a street or highway or in a restricted parking area in violation of the provisions of this chapter, such officer is authorized to move such vehicle, or require the driver or other person in charge of vehicle to move the same. Should the officer not be able to move the vehicle or find the person in charge of the vehicle, the officer is authorized to have the vehicle towed and impounded.

#### Section 10.36.050 Penalties and Enforcement

- A. Parking in violation of this chapter or the Parking Regulations Manual of the City of Casper, Wyoming, dated April 20, 2010, as may be amended from time to time by resolution of the city council, shall constitute a misdemeanor.
- B. Any violation of this chapter which continues for a period of twenty-four hours or more shall constitute a new and separate distinct violation.
- C. Conviction of abuse or violation of the terms of the various parking permits shall result in revocation of the permit, and the holder of said permit shall be subject to other penalties or remedies.
- D. It shall constitute notice to every person charged with violating this chapter, if the City Manager or his/her designee affixes to or deposits in a motor vehicle, found to be parked in violation of this chapter, a parking ticket indicating thereon that the motor vehicle is parked in violation of this chapter, the street address or location where such violation occurred, the date upon which the same occurred, the license number of such motor vehicle, and notice of time and date the owner of such motor vehicle is to pay the fine or post the bond for the violation, and the bond and fine amount for the violation. The owner of any motor vehicle who fails to appear at the municipal court at the time fixed in any such notice, shall be formally charged, by criminal complaint with violation of this chapter. The original parking citation shall serve as the formal complaint in the matter if served pursuant to Wyoming law. It shall be presumed that the last known address to which the vehicle is registered is a valid address for service of notice under this chapter.

- E. In the event that any person receiving any ticket or notice of violation does not desire to appear before the municipal court to answer to such charge, he may post a cash bond in the amount of the fine for the violation with the municipal court. Such bonds shall be forfeited unless such person shall appear before the municipal judge at the time fixed in such notice, and upon forfeiture of such bonds, no further action shall be taken against such violator.
- F. The fact that a motor vehicle which is parked in violation of this chapter is registered in the name of a person shall be prima facie evidence that such person was in control of the automobile at the time of such parking.
- G.
  - 1. In addition to any other penalties or remedies enumerated in this chapter, the city manager or his or her designee may tow, impound and/or immobilize any vehicle that has accumulated five or more unpaid or unadjudicated notices of violation that are thirty or more days past due. For handicapped parking violations, the threshold shall be one or more notices of violations that are thirty or more days past due.
  - 2. Any vehicle towed, immobilized or impounded pursuant to this chapter may be released upon the payment of the outstanding fines leading to the towing, immobilization or impoundment, or the posting of a bond with municipal court in the amount of the fines, along with a request for a hearing to adjudicate the underlying violations.
- H. The City Manager or his or her designee may tow any vehicle that is parked on the street in the downtown business district during the hours of 3:00 a.m. until 6:00 a.m., seven days a week, if it is necessary for said vehicle to be moved to allow city crews to sweep and clean city streets, and perform snow removal and other activities without the interference of parked cars.
- I. The City Manager or his or her designee may tow any vehicle parked in violation of this chapter at any time, if said vehicle is obstructing traffic flow, street or utility work, access to public or private property, or in any way jeopardizes the health, safety or welfare of the public.

Section 3:

This ordinance shall be in full force and effect from and after passage on three readings and publication.

PASSED on 1st reading the 20th day of April, 2010.

PASSED on 2nd reading the 1st day of June, 2010.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 6th day of  
July, 2010.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

s/  
V. H. McDonald  
City Clerk

s/  
Bill B. Brauer  
Mayor



## RESOLUTION NO. 11-208

### A RESOLUTION ESTABLISHING APPLICATION FEES, PERMIT FEES AND FINE SCHEDULES PERTAINING TO PARKING, AND RESCINDING RESOLUTION 10-179.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That Resolution 10-179 is hereby rescinded, and the following application fees, permit fees and fine schedules for parking are hereby established.

#### **APPLICATION FEES**

Those individuals making application for any type of parking permit provided for in the Parking Regulations Manual of the City of Casper, Wyoming, dated June 2011 shall pay a non-refundable fee of \$25, with the exception of the critical parking – school permits, which will not require an application fee. Application fees shall be collected only for new applications.

#### **PERMIT FEES**

Annual fees for all types of parking permits provided for in the Parking Regulations Manual of the City of Casper, Wyoming, dated June 2011, with the exception of critical parking – school permits; temporary special needs parking permits; construction parking permits; and recreational vehicle and parkway parking permits shall be \$300.

The annual fee for critical parking – schools permits shall be \$25.

The fee for temporary special needs parking permits and construction parking permits shall be \$25 per month. There shall be no pro-ration of this fee.

The fee for temporary critical parking permits shall be \$2 per day. There shall be no pro-ration of this fee.

The annual fee for recreational vehicle and parkway parking permits shall be \$25.

#### **PARKING VIOLATION FINES**

Violation of parking regulations outlined in Chapter 10.36 of the Casper Municipal Code, and the Parking Regulations Manual of the City of Casper, Wyoming, dated June 2011 shall be as follows:

|   |           |
|---|-----------|
| Parking in a handicapped parking space without proper identification  | \$ 100.00 |
| Parking in a critical parking – school space without proper identification, between the hours of 7:00 a.m. and 3:00 p.m. on school days | \$ 50.00  |
| Parking on a designated snow route street during a snow emergency   | \$ 50.00  |

|  |           |
|--|-----------|
| Parking on the street in the Downtown Business District between the hours of 3:00 a.m. and 6:00 a.m. | \$ 25.00  |
| Parking without current registration or license  | \$ 100.00 |
| Abuse or violation of the terms of the various parking permits                                       | \$ 100.00 |
| All other parking violations   |           |
| First violation in a 24 hour period  | \$ 15.00  |
| Second violation in a 24 hour period   | \$ 20.00  |
| Each subsequent violation in a 24-hour period  | \$ 30.00  |

PASSED, APPROVED AND ADOPTED this 19th day of July, 2011.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

s/\_\_\_\_\_  
V. H. McDonald  
City Clerk

s/\_\_\_\_\_  
Paul C. Bertoglio  
Mayor